

MINUTES
Regular Meeting of Lake Shore City Council
Monday, October 26, 2015
7:00 PM Lake Shore City Hall

Mayor John Poston called the October 26, 2015 Regular City Council meeting to order at 7:00 p.m. The pledge of allegiance was recited.

Roll Call: Mayor John Poston. Council members present: Earl North, Krista Knudsen and Doug Miller. City Attorney Steve Qualley; City Engineer Dave Reese; Police Chief Steve Sundstrom; City Administrator/Planning and Zoning Administrator Teri Hastings and City Clerk Patti McDonald were present. Council member John Terwilliger was absent. There were 4 people in the audience.

APPROVAL OF MINUTES

MOTION BY DOUG MILLER TO APPROVE THE SEPTEMBER 28, 2015 REGULAR CITY COUNCIL MINUTES AS PRESENTED. EARL NORTH SECONDED THE MOTION. MOTION PASSED UNANIMOUSLY.

REPORTS

Police/Fire Report – Chief Steve Sundstrom

Incident Report - From September 28, 2015 to October 25, 2015 there were 112 incidents in the City. There were 55 traffic-related incidents and 57 were miscellaneous department activity.

Mayor's Report – John Poston read a thank you from the Cass County Fair Board for donation from the City. The Crow Wing Power Board reviewed and decided to continue the municipal meter relief program. It currently forgives the normal monthly service fee for 5 meters which has saved the city \$960 in 2015 and \$12,360 over the past 20 years.

Clerk/Treasurer's Report – Patti McDonald

Financials – MOTION BY DOUG MILLER TO APPROVE THE AUGUST FINANCIALS AS PRESENTED (CLAIM NUMBERS 33804 THROUGH 33894 – TOTAL \$124,023.65). KRISTA KNUDSEN SECONDED THE MOTION. MOTION PASSED UNANIMOUSLY.

Resolution to Certify Delinquent Sewer Accounts – As of October 1, 2015 there are two delinquent sewer accounts for a total of \$800.00 that can be certified to the tax rolls.

MOTION BY DOUG MILLER TO ADOPT RESOLUTION NUMBER 2015-10-01 TO CERTIFY TWO DELINQUENT (\$400.00 EACH) SEWER ACCOUNTS TO THE CASS COUNTY AUDITOR IN THE AMOUNT OF \$800.00. EARL NORTH SECONDED THE MOTION. MOTION PASSED UNANIMOUSLY.

City Administrator/Planning & Zoning Administrator – Teri Hastings

Final Plat Lost Lake Lodge Resort – Teri's staff report indicated the following: Rebound Lodge (Tom Steffens and Brett Reese) submitted the Final Plat of Lost Lake Lodge Resort, Common Interest Community #86 based upon the variances and the conditional use permit granted at the September 14, 2015 Planning & Zoning Commission meeting.

The final plat is in substantial compliance with the preliminary plat that was approved by the Planning Commission September 14, 2015 and the City Council September 28, 2015.

A revised dock plan has been submitted to the DNR which they have approved.

Park Dedication - The park committee recommended a fee of \$250 per resort unit (19). The park dedication fee will need to be paid prior to the city signing the final plat.

The association documents and declaration for the plat were reviewed by the city attorney and the changes the attorney requested have been made. In addition, several additions to the declaration were made based on the conditions required at preliminary plat approval.

An independent plat check of the final plat has been completed and is on file.

The title commitment has been sent to the City Attorney for his review.

The professional costs (city attorney & city engineer) have not been totaled yet; the applicant is responsible for these costs. These costs shall be paid prior to the city signing the final plat.

STAFF RECOMMENDATION

Recommend approval of the final plat of Lost Lake Lodge Resort, Common Interest Community #86 as submitted.

Tom Steffens returned the Agreement Regarding Approval of Conditional Use Permit, Plat and Variance signed by Brett Reese to be recorded in Cass County.

MOTION BY EARL NORTH TO APPROVE THE FINAL PLAT OF LOST LAKE LODGE RESORT CIC #86 AS PRESENTED. KRISTA KNUDSEN SECONDED THE MOTION. MOTION PASSED UNANIMOUSLY.

Change Date of December City Council Meeting – The regular December 2015 City Council meeting falls on Monday, December 28th. The City has decided to hold the Truth in Taxation hearing on December 21st to meet the Department of Revenue requirements. Teri recommends moving the regular meeting to December 21st at 7:00 p.m. In addition, the council may wish to hold our annual holiday gathering at 6:30 p.m. the same evening which will be posted.

MOTION BY KRISTA KNUDSEN TO CHANGE THE REGULAR DECEMBER MEETING DATE TO DECEMBER 21, 2015 AT 6:30 P.M. DOUG MILLER SECONDED THE MOTION. MOTION PASSED UNANIMOUSLY.

September Minutes and Permit Summary – Teri provided the September minutes and permit summary for review.

Wastewater/Road Committee – John Terwilliger was absent. John Poston said the committee met with the following recommendations to increase the city sewer user fee to \$125 per quarter.

Sewer Usage – Proposed Increase – Upon recommendation of the committee there is a resolution to increase the user fee from \$100 to \$125 per ERC per quarter. The \$25 increase will be placed into a Wastewater Capital Improvement Fund for necessary improvements. The Clerk sent a letter to the customers stating the council would act on an increase at the October council meeting and they were invited to express their concerns. The Mayor said there were two concerns expressed to the council. Elaine Leach thought the sewer system should be metered. Earl North explained that the system has to be paid for by the users; by adding meters would add a substantial cost to the system that already needs repair. Teri commented that the system has to be maintained all year long whether the customer uses it or not. Karen Walker is a seasonal resident and would like to see the sewer system metered and is concerned about the large increase as she has two structures on her property.

The Mayor commented that last month the Council discussed that it's the right thing to do to get the system up to date and functioning properly and to build a reserve that helps us do that.

MOTION BY DOUG MILLER TO ADOPT RESOLUTION NUMBER 2015-10-02 FOR THE WASTEWATER RATE INCREASE TO \$125 PER QUARTER PER ERC. KRISTA KNUDSEN SECONDED THE MOTION. MOTION PASSED UNANIMOUSLY.

September Wastewater Operations Report – Andy Schwartz provided the operations report for the month of September for review.

September Minutes – The September minutes were included for review.

Park and Recreation Committee – Krista Knudsen said the Park and Recreation committee met in October. They would like to move forward and have WSN create a map of the trails in the park.

Request for Quote Park/Trail Mapping – Greg Renneke from WSN came to city hall last week to gather information to put a scope of the mapping project together.

Environmental Committee – Doug Miller said the Environmental committee didn't have a quorum so they couldn't meet for the month of October.

Trail 77 Team – John Poston – Teri said the city was approved for the trail designation which means the city is now eligible to receive funding for the trail. That portion of the application process is due Friday at Noon; she and Kathy Moore are working to complete before the deadline.

Personnel – John Poston/Earl North – There was no personnel business for the month.

City Attorney – Gammello, Qualley, Pearson & Mallak – Steve Qualley had nothing to report.

City Engineer – Widseth Smith Nolting – Dave Reese had nothing to report.

OLD BUSINESS – There was no old business.

NEW BUSINESS – There was no new business.

ANNOUNCEMENTS/PUBLIC FORUM – Roger Smeby asked if the trail construction will coincide with the County 77 Road Improvement project. Yes, they will start clearing trees for the project in the fall of 2016. The Mayor said that the project should take two summer seasons.

MOTION BY DOUG MILLER TO PAY THE BILLS AS SUBMITTED (CLAIM NUMBERS 33881 THROUGH 33953 – TOTAL \$45,153.84. EARL NORTH SECONDED THE MOTION. MOTION PASSED UNANIMOUSLY.

MOTION BY DOUG MILLER TO ADJOURN THE REGULAR CITY COUNCIL MEETING OF OCTOBER 26, 2015 AT 7:17 PM. KRISTA KNUDSEN SECONDED THE MOTION. MOTION PASSED UNANIMOUSLY.

Transcribed by Patti McDonald
Lake Shore City Clerk